

ASSIGNMENTS, DETAILS, AND TRANSFERS

**CURRENT AND  
PROJECTED  
COLONEL  
REQUIREMENTS  
(REQUIREMENT  
CONTROL  
SYMBOL  
MILPC-25)**

Headquarters  
Department of the Army  
Washington, DC  
22 April 77

**Unclassified**

# ***SUMMARY of CHANGE***

AR 614-102

CURRENT AND PROJECTED COLONEL REQUIREMENTS (REQUIREMENT CONTROL SYMBOL  
MILPC-25)

Effective 15 June 77

ASSIGNMENTS, DETAILS, AND TRANSFERS

CURRENT AND PROJECTED COLONEL REQUIREMENTS (REQUIREMENT CONTROL  
SYMBOL MILPC–25)

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By Order of the Secretary of the Army:

**BERNARD W. ROGERS**  
*General, United States Army*  
*Chief of Staff*

Official:

**PAUL T. SMITH**  
*Major General, United States Army*  
*The Adjutant General*

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**History.** Not applicable.

**Summary.** Not applicable.

**Applicability.**

a. This regulation applies to major commanders and heads of agencies and activities directly subordinate to or dependent on

HQDA for officer personnel support except for those excluded in b below. This regulation does not apply to the Army National Guard, Army Reserve, the Judge Advocate general, Army Medical Department, or the Office of the chief of chaplains.

b. This regulation does not apply to the Office, Secretary of Defense, Joint Chiefs of Staff, Defense agencies, joint and combined commands, MAAG's and missions. These agencies will submit current and projected requirements in accordance with the provisions of paragraph 8.

**Proponent and exception authority.**  
Not applicable.

**Army management control process.**  
Not applicable.

**Supplementation.** Local supplementation of this regulation is prohibited, except upon approval of USAMILPERCEN.

**Interim changes.** Interim changes to this

regulation are not official unless they are authenticated by the Adjutant General. Users will destroy interim changes on the expiration dates unless sooner superseded or rescinded.

**Suggested Improvements.** The proponent agency of this regulation is the US Army Military Personnel Center. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA (DAPC–OPC) 200 Stovall Street, Alexandria, VA 22333.

**Distribution.** *Active Army, ARNG, USAR:* To be distributed in accordance with DA Form 12–9A requirements for AR, Assignments, Details and Transfers D; plus MAAG's and Missions.

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**Contents** (Listed by paragraph and page number)

Purpose. • 1, *page 1*

Applicability. • 2, *page 1*

Explanation of terms. • 3, *page 1*

Objectives. • 4, *page 1*

General. • 5, *page 1*

Reporting procedures. • 6, *page 1*

Report preparation details. • 7, *page 1*

Other requisition reports. • 8, *page 2*

Report changes. • 9, *page 2*

References. • 10, *page 2*

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\* This regulation superseded AR 614–102, 22 January 1975.

**RESERVED**

## 1. Purpose.

This regulation establishes the requirement for a report which provides the necessary information to assist Department of the Army and major subordinate commands in programming assignment actions for all colonels and promotable lieutenant colonels. This report is accepted by Department of the Army in lieu of individual requisitions for those organizations, activities, and agencies referenced in paragraph 2.

## 2. Applicability.

a. This regulation applies to major commanders and heads of agencies and activities directly subordinate to or dependent on HQDA for officer personnel support except for those excluded in b below. This regulation does not apply to the Army National Guard, Army Reserve, the Judge Advocate general, Army Medical Department, or the Office of the chief of chaplains.

b. This regulation does not apply to the Office, Secretary of Defense, Joint Chiefs of Staff, Defense agencies, joint and combined commands, MAAG's and missions. These agencies will submit current and projected requirements in accordance with the provisions of paragraph 8.

## 3. Explanation of terms.

For the purpose of this regulation, the following explanations apply:

a. *Colonel*. —Includes lieutenant colonels selected for promotion to the grade of colonel, but excludes those colonels selected for promotion to brigadier general.

b. *Projected requisitioning authority (PRA)*. —The single source document which allocates commissioned officer by specialty and grade, and warrant officers by control military occupational specialty (CTMOS).

c. *Specialty skill identifiers*. —A specialty skill identifier is a three-position code that identifies both the principal position specialty code and a skill identifier, e.g., 11B. A skill identifier ("B" in the foregoing example) designates specific skill requirements within a specialty as outlined in AR 611-101.

d. *Control Specialty*. —The means whereby commissioned officers are accounted for by specialty. It represents the specialty under which the officer is charged or accounted for when determining the Army's commissioned officer inventory strength and/or when comparing strength with authorizations. All commissioned officers will have a control specialty designated on HQDA orders.

## 4. Objectives.

The objectives of this regulation are—

a. To establish a combined reporting and requisitioning system for planning, programing and controlling the assignments of colonels within the PRA of the commands, activities, and agencies concerned.

b. To permit the most effective utilization of colonels through long range planning in accordance with the current and projected requirements of the Army.

c. To provide a basis for the most effective distribution of Senior Service College (SSC) graduates.

d. To provide for the timely notification of individual colonels and their commands concerning reassignment actions.

## 5. General.

a. The Current and Projected Colonel Requirements Report (RCS MILPC-25) serves as a requisition for colonels from other agencies will be prepared in accordance with the instructions in paragraph 8.

b. Each report will be complete and will supersede all previous reports. Requirements shown on each report remain valid until filled, cancelled by the originating command, or until superseded or changed by later reports.

c. Reports will show the originating agency's projection for assignment and reassignment of all colonels within the command and the requirements for replacements to be provided by the Colonels Division, OPMD, USAMILPERCEN. To preclude the assignment of

colonels against positions which have been filled by internal adjustments, USAMILPERCEN, OPMD, will be immediately advised by the major command making the change when such actions occur. MACOM's may delegate this responsibility to subordinate commands or installations.

d. Department of the Army assigns colonels based on the information obtained from the Current and Projected Colonel Requirements Report within the current colonels authorization shown in the latest PRA. MILPERCEN notifies the gaining command telephonically, and/or by letter of the assignment, and will convey necessary information concerning the officer assigned to identify him/her for the specific position listed on the Current and Projected Colonels Requirements Report. A copy of the Officer Record Brief (ORB) will be furnished the gaining command. Official orders will normally follow the notification within 30 days.

## 6. Reporting procedures.

a. Reports will be prepared on DA Form 2755-R (Current and Projected Colonel Requirements) (fig. 1) and DA Form 2755-1-R (Current and Projected Colonel Requirements (Continued)) (fig. 2) in accordance with instructions contained in paragraph 7. These forms will be reproduced locally on 13 by 8 inch paper. They will not be modified. Each report will contain the following information:

(1) The current assignments of all colonels and promotable lieutenant colonels.

(2) The current and projected status of the colonel PRA positions which are vacant or occupied by an officer of lower grade.

(3) Planned reassignment within the reporting command.

(4) Scheduled rotation dates for oversea returnees (oversea commands only). Assignment availability dates (CONUS).

(5)

b. PRA's are prepared semiannually for the 2d and 4th quarters each fiscal year. Reports following receipt at the MACOM of the latest semiannual PRA.

c. Reports will be authenticated on the first page and submitted in two copies to HQDA, (DAPC-OPC) 200 Stovall Street, Alexandria, VA 22332. MACOM's may instruct subordinate installations to submit reports directly to HQDA or they may compile reports at the MACOM for submission to HQDA.

## 7. Report preparation details.

Reports will be prepared in two sections, section A and section B. Section A (PRA supported Colonels Positions) is the listing of colonels positions as supported by the latest available PRA. Section B is the listing of colonels positions not authorized by PRA and will be added immediately after section A by inserting the words (capitalized), "SECTION BE—COLONELS ASSIGNED BUT NOT IN PRA SUPPORTED POSITIONS."

a. Section A, DA Form 2755-R (fig. 1) and DA Form 2755-1-R (fig. 2).

(1) *Page number*. Enter the page number in the right-hand corner of the form. DA Form 2755-1-R will also be used when continuation pages are required.

(2) *RECAP block*. On the PRA line, enter the quarter and the fiscal year of the latest available PRA (less AMED, JAG and Chaplains). Enter the subtotals assigned to sections A and B and the total assigned. Enter the known projected losses and gains and the resulting requirements or overstrength.

(3) *Column a*. With numbers at the left, list in sequence (beginning with the major headquarters) all major subcommands and sections by title (including complete address, UIC, ZIP Code, and Position Requirement Code for each position occupied by or authorized a colonel. (Example: USAE HQ USEUCOM (W092AAA) APO NY 09128, Asst to Chief of Staff, SSI 11X540000.) The Position Requirement Code consisting of the principal position specialty code, the skill identifier within that specialty, the secondary position specialty code, and the ASI/LIC as explained in paragraph 1-5, AR 611-101, is used to designate the skill requirement. All elements of subcommands and other activities (e.g., PMS) will be listed collectively. The sequential numbering of each position will be used to identify specific positions in all written or telephone

communications, and orders. The specific location of a position should be provided to include the address if this information differs from the headquarters to which assigned.

(4) *Column b.* Enter name (last name first in capital letters, followed by first name and MI), grade, Control Branch specialty, Military Education Level (MEL), Civilian Education Level (CEL), and date or rank of officer occupying position on date of report. If the officer is a promotable lieutenant colonel, indicate by (P) instead of giving the date of rank.

(5) *Column c.* Self-explanatory.

(6) *Column d.* Oversea commands enter the tour length and the date officers are available for reassignment to CONUS. CONUS commands will enter the availability date of the colonel for reassignment.

(7) *Column e.* Enter pertinent information which cannot be readily deduced from the position title and Position Requirement Code (e.g., Specialty or Program, security clearance, Military Education Level, Senior Service College priority listing, troop command experience, and degree of language proficiency). This information is necessary to assist MILPERCEN in assignment of qualified replacements. Requirements for graduate degrees must be indicated by DA AERB validation numbers. Inclusion of the code number will permit rapid identification of the position. Requirements for SSC graduates will indicate the order of priority of SSC requirements within the command. Care should be exercised to ensure that a request for an SSC graduate is substantiated by the duties of the position, and requested merely to lend prestige to a particular position. Footnotes may be used if additional space is required for detailed descriptions. If requirements change, an updated page will be submitted to DAPC-OPC, MILPERCEN, immediately. (An example of special qualifications to be shown in column e will be: Graduate degree in ADP desirable. Extensive experience at DA/DOD Staff level. Senior Service college graduate required- SSC priority No. 2 TS clearance.)

(8) *Column f.* To be completed only by overseas commands. Enter either CT (concurrent travel authorized), AA (Advance application required), or DNA (travel of dependents not authorized).

(9) *Column g.* Enter the dates replacements are required for all positions, regardless of whether the positions will be filled by internal adjustments within the command or replacements furnished by Department of the Army.

(10) *Column h.* Programed internal changes will be indicated by the showing name, grade, MEL, CEL, date of rank (or P), specialty, control branch, current position of programed replacement, to include line number, and the month in which change is planned. If incumbent is to be reassigned locally, indicate to which position. List the name of the replacement provided by Department of the Army, if applicable. Note in this column, cases that involve special training requiring a longer leadtime. When appropriate, enter the date the officer assumed command of a unit. Enter any additional information, such as voluntary or mandatory retirement dates or departure data of incumbent colonels.

*b.* Section B, COLONELS ASSIGNED BUT NOT IN PRA SUPPORTED POSITIONS, will be listed on a continuation page, DA Form 2755-1-R (fig. 2). Colonels assigned but not in PAR supported positions are: colonels occupying unsupported general officer positions, positions validate for a lesser grade, and any other unauthorized position. Efforts will be made to transfer colonels from unsupported PRA positions to authorized positions as vacancies occur.

## 8. Other requisition reports.

*a.* Requisition reports for commands, units, and agencies discussed in paragraph 2b may be made, using DA Forms 2755-R and 2755-1-RA, DA Form 872 (Requisition for Individual Officer Personnel), or other approved officer requisition form. Use of the DA Forms 2755-R and 2755-1-R is encouraged.

*b.* If requisition is made on DA Forms 2755-R and 2755-1-R, the requirements of this regulation will apply.

*c.* If requisition is made on DA Form 872, AR 614-185 will

govern preparation of the requisition. In addition, all information required in columns a, e, f, g, and h of DA Form 2755-R (fig. 1) must be given.

*d.* If requisition is made on any other form, the same information required on DA Form 2755-R must be provided.

*e.* All such requisitions must be submitted in sufficient time to insure selection of the best qualified replacements for projected vacancies.

## 9. Report changes.

*a.* Frequent changes occur in colonel assignments and in the PRA. Although the report is submitted semiannually, it is essential that it be maintained accurate and current. Commands are encouraged to report changes of assignment, whenever feasible. If substantive changes occur commands will submit interim page changes to the report.

*b.* Replacements to fill unprogramed vacancies will not be made until requested by the command. When a new position is authorized following the submission of a report, the position will be assigned a decimal line number and inserted in the report at the proper place (e.g., 3.1).

*c.* If an individual listed in the report has submitted a request through channels for extension or curtailment, notation to this effect will be entered in column h, Remarks. This notation will substantiate submission of extension or curtailment and does not preclude the action required in accordance with AR 614-30. Similarly, when the command approves a curtailment of extension, the report will be annotated to this effect.

*d.* Emergency requirements resulting from unprogramed losses may be submitted at any time and will include as a minimum the information required in columns a, e, f, g, and h of DA Form 2755-R.

*e.* Positions which require special schooling or training will be indicated in column e. Headquarters, Department of the Army, will schedule required training to allow the officer to report with the least possible delay.

## 10. References:

AR 611-101

AR 614-30

AR 614-185

CURRENT AND PROJECTED COLONEL REQUIREMENTS (CONTINUED)					AS OF DATE		REQUIREMENTS CONTROL SYMBOL MILPC-26	
For use of this form, see AR 614-102; the proponent agency is MILPERCEN.							PAGE NUMBER	NUMBER OF PAGES
HQ TO INCLUDE UIC AND ZIP CODE OR APO POS TITLE POSITION REQUIREMENT CODE (a)	NAME, GRADE, BRANCH, MEL, CEL, AND DATE OF RANK OF INCUMBENT (b)	DATE ASSIGNED REPORTING COMMAND (c)	DATE TOUR COMPL (d)	SPECIAL QUALIFICATIONS REQUIRED (e)	DEPN AUTH (OS) (f)	DATE REPL REQUIRED (g)	REMARKS (h)	





CURRENT AND PROJECTED COLONEL REQUIREMENTS <small>For use of this form, see AR 614-102; the proponent agency is MILPERCEN</small>					AS OF DATE _____		REQUIREMENTS CONTROL SYMBOL MILPC-25	
					PAGE NUMBER _____		NUMBER OF PAGES _____	
TO: (Address, including ZIP Code)			FROM: (Address, including UIC and ZIP Code or APO)			<b>RECAPITULATION</b> _____ QTR, FY _____ PRA _____ PROJ LOSSES _____ ASSIGNED SEC A _____ PROJ GAINES _____ ASSIGNED SEC B _____ NET REQT OR _____ TOTAL ASSIGNED _____ NET OVER STR _____		
<b>SECTION A - PRA SUPPORTED COLONEL POSITIONS</b>								
HQ TO INCLUDE UIC AND ZIP CODE OR APO POS TITLE POSITION REQUIREMENT CODE <small>(a)</small>	NAME, GRADE, BRANCH, MEL, CEL, AND DATE OF RANK OF INCUMBENT <small>(b)</small>	DATE ASSIGNED REPORTING COMMAND <small>(c)</small>	DATE TOUR COMPL <small>(d)</small>	SPECIAL QUALIFICATIONS REQUIRED <small>(e)</small>	DEPN AUTH (08) <small>(f)</small>	DATE REPL REQUIRED <small>(g)</small>	REMARKS  <small>(h)</small>	
DATE	TYPED NAME, AND TITLE		GRADE	SIGNATURE				



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